



City of Annapolis
Annapolis Heritage Commission
145 Gorman Street
Annapolis, MD 21401-2535
c/o Lisa Craig

Annapolis Heritage Commission

February 19, 2014

The Annapolis Heritage Commission (AHC) of the City of Annapolis held its February 19, 2014 meeting at 145 Gorman Street Conference Room 3. **Chair** Mack called the meeting to order at 5:34pm.

Commissioners Present: **Chairman** Mack, Haight, McWilliams, Ramirez, Engelke, Holland, Clark, Worden, Bowen, Hayes-Williams

Commissioners Absent: Cropper

Staff: Craig-Board Liaison

Guest: M. Burlbaugh (Elm Street Development), S. Strawn, C. Etherington (Ashbourne Development)

The agenda was approved as submitted.

B. November 6, 2014 Meeting Minutes

Mr. Worden moved to approve the amended meeting minutes for November 6, 2013. Ms. Ramirez seconded the motion. The motion passed unanimously in a vote of 8-0. (Hayes-Williams not present at vote.)

C. ADMINISTRATIVE BUSINESS

1. Review of Site Design Standards (Section 21.62.060)

Ms. Craig clarified that there was a discussion regarding archaeology monitoring relating to the Crystal Spring project at the last meeting and referred to Section 21.62.060 of the City Code that addresses archaeology monitoring relative to site design review. She asked if there are any comments or questions that the AHC would prefer her to refer to Mr. Smith who is the Planner for this project. The AHC had no comments at that time. Ms. Engelke added that it is her understanding that any projects that use State or Federal funding must receive a 106 review which includes archaeological monitoring.

2. Review of Primrose Hill – Preliminary Forest Conservation Plan

Ms. Craig invited Mr. Burlbaugh and his team to the meeting to discuss the Primrose Hill project. She provided some background implying that the HPC does not comment on development activities outside of the historic district unless their expertise is requested by staff which was the case for this project. She was made aware of the Primrose Hill project during the Forest Conservation planning process. She completed a site visit of this wonderful property and noted it is one of a handful that remains from this period. Its history is as important as the Manor House. She had an opportunity to review the National Register nomination and the development plan. She drafted some comments with guidance from the National Register nomination specifically on what remained on site that could serve as a buffer area around the primary property. These comments were provided to Mr. Burlbaugh who developed a redesign plan to protect the open character approaching the house and move any development activities to the rear of the property.

Mr. Burlbaugh provided background on Elm Street Development that handles mostly residential development. Referring to an aerial map described the property as a being located off of Milkshake

Lane and discussed the access onto the property. The house is on the National Register and has experienced some neglect. The property is zoned R.2 and is about 4-acres. He discussed the condition of the grave site that is located off of Truxtun Park and the key elements of the project. He noted that the proposed work is intended to preserve the front of the site; preserve the Milkshake Lane view; remove the modern addition to the house; concentrate development to the rear; provide access and interpretive signage; restore the grave site; and implement a protective easement on the property. He described the proposal for townhouses and single family detached houses to include a park amenity with interpretative signage.

The AHC suggested that Mr. Burlbaugh keep in mind the history of the site. He responded that working on the parking that it will probably end with some gravel spot parking but doesn't look like asphalt parking is being considered. Ms. Craig offered the expertise of the AHC members of which Mr. Burlbaugh indicated that he may need help with the interpretative signage. Ms. Ramirez believes that the single-family houses may block the view of the historic house. Mr. Burlbaugh responded that houses will be set back or canted inward.

3. Update of Eastport Conservation Landmark Committee

Ms. Craig mentioned at the last meeting that there is a group of residents who have come together and decided to landmark some Eastport properties. She explained that land marking properties is associated with conservation district criteria and noted that there is no local historic district landmark criteria in Annapolis. There have been a couple of meetings since the criteria were developed and there will be some survey work completed as a result. She noted that Michael Dowling has developed a form to be used for the survey work. She clarified that the initial survey work will focus on the R2NC and B2 zoning in Eastport. There is a team of five people who will be using the forms to test out the survey work and take photographs in order to develop a database. Once the survey is completed then the survey work will be analyzed against the criteria. She noted that the project is in the preliminary stages.

4. Discussion on Living Landmarks Nominees for 2014

Ms. Craig said that Anna Greenberg was nominated last year for the Living Landmarks award so is one of the 2014 nominees. She provided the criteria for someone being nominated as a living landmark. Mr. Holland nominated Gus Leanos, Ms. Hayes-Williams nominated Norvain Sharps, and Ms. Engelke nominated Hillard Donner. Ms. Craig intends to host the Living Landmarks event in August or September to ensure that funding is available. She asked those who nominated someone to provide a write up.

5. Review of the Art in Public Places Committee Annual Report

Ms. Craig agreed to share the AIPPC annual report with the AHC so that they are aware of the activities. She believes that there will be a more engaged AIPPC over the next upcoming years.

6. Ad-hoc Commission Support

Ms. Hayes-Williams gave a brief update on the activities of the Annapolis Commission on Maryland's Constitution of 1864 and the Abolishment of Slavery and also noted that the event is progressing along well. She has requested to use the Banneker Douglass Museum at no charge for the event and this is being negotiated. Mr. Holland moved that the AHC recommend using \$3,000 of the budgeted funds toward the Emancipation Celebration as well as the Maryland Day. Ms. McWilliams seconded the motion. The motion passed unanimously 9-0.

7. Charter 300 Sign Replacement

Ms. Engelke noted that the Charter 300 signs are still hanging and are deteriorating rapidly. She stated that Mayor Cohen had said \$3,300 was given to Public Works for this project. She has the time to assist with the effort of repairing/maintaining them. Ms. Craig explained that a letter needs to be written and sent to Mayor Pantelides as well as Council.

F. **ADJOURNMENT**

The next meeting is scheduled for **Wednesday, April 9, 2013 at 5:30pm** at 145 Gorman Street, Conference Room 3. With there being no further business, Ms. Ramirez moved to adjourn the meeting at 8:04pm. Mr. Worden seconded the motion. The motion passed unanimously in a vote of 8-0.

Tami Hook, Recorder